

**MINUTES OF THE  
VINEYARD TOWN COUNCIL MEETING  
Vineyard Town Hall, 240 East Gammon Road, Vineyard, Utah  
May 23, 2012**

**PRESENT –**

Mayor Randy Farnworth  
Councilmember Jeff Gillespie  
Councilmember Sean Fernandez  
Councilmember Norm Holdaway  
Councilmember Nathan Riley

**ABSENT –**

Councilmember Norm Holdaway

**Staff Present:** Water Operator Sullivan Love, Town Engineer Don Overson, Town Attorney Dave Church, UCSO Deputy Collin Gordon, Deputy Recorder Debra Cullimore, Deputy Treasurer Kelly Boren

**Others Present:** Jerry Grover and Stewart Park of Anderson Development, Robert Holdaway, Cummorah Holdaway

The Vineyard Town Council held a Regular Meeting Wednesday, May 23, 2012, beginning at 7:00 p.m. The invocation was offered by Sean Fernandez.

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**Regular Session** – The meeting was called to order at 7:05 p.m.

**MINUTES REVIEW AND APPROVAL –**

COUNCILMEMBER FERNANDEZ MOVED TO APPROVE THE MINUTES OF THE REGULAR MEETING OF MAY 9, 2012. COUNCILMEMBER RILEY SECONDED THE MOTION. ALL PRESENT VOTED IN FAVOR. THE MOTION CARRIED UNANIMOUSLY WITH ONE ABSENT.

**PLANNING COMMISSION UPDATE AND RECOMMENDATIONS TO THE COUNCIL** - *Planning Commission Liaison Norman Holdaway*

Councilmember Holdaway had no new business to forward to the Council from the Planning Commission.

**STAFF REPORTS -**

Planner, Jim Carter – Logan Simpson Design – Mr. Carter was not present at the meeting. Mayor Farnworth noted that the Shoreline Protection Ordinance agenda item will not be addressed at this meeting, but will be rescheduled for a future meeting.

Engineer, Don Overson – JUB Engineers – Mr. Overson reported that the subdivision plat relative to the Cook Property and acquisition of the 575 South right-of-way has been prepared and is ready for approval. Deed gaps were identified on the east and south property lines. Mr. Overson has

communicated with Tony Cook regarding the gaps and suggested the possibility of the boundary line agreement with the neighboring property owner. The County has indicated that the plat can be recorded without correcting the gaps. Councilmember Fernandez felt that the property owners should make any decisions regarding correcting of the gaps, and that the plat could be recorded with a note stating that the gaps will be resolved by property owners in the future as the property develops. The Council agreed with this approach.

Mr. Overson went on to report to the Council the feasibility of installing sewer infrastructure along Holdaway Road. He indicated that it would be necessary to install approximately 200 feet of sewer line to provide service to approximately seven homes in the area to the Sleepy Ridge outfall line. Mr. Overson suggested the possibility of using sewer impact fee revenue to complete the project. Mr. Church indicated that if the project is a system improvement that benefits the area and is in compliance with the Capital Facilities Plan, use of impact fee revenue would be reasonable. Mr. Overson estimated that cost of the project to be approximately \$150,000. The Council will discuss this issue further at future meetings.

Mr. Overson also reported on the Homesteads reimbursement agreement. He suggested that Mr. Church contact representatives of the credit union to discuss terms of the agreement.

Water Operator Technician – Sullivan Love – Mr. Love had no items to report.

Attorney – David Church – Mr. Church reported that he has been working with UTA officials to finalize the Quiet Zone Agreements relative to the FrontRunner lines. He anticipates that the agreement will be ready for Council review and approval at the June 13, 2012 Town Council meeting. Councilmember Fernandez inquired as to whether the agreement would obligate the Town financially in any way. Mr. Church stated that the Town will be required to install some necessary improvements outside the rail corridor to bring crossings into compliance with quiet zone requirements. However, with the exception of the 400 North crossing, all Vineyard crossings appear to be in compliance. Some improvements may be necessary at the 400 North crossing when it is recognized as a public crossing.

Mr. Church also reported that a warrant issued by a federal judge was served at Parrish Chemicals on May 22, 2012. The warrant allowed an inspection of the site to be completed. Mr. Church has not received a report regarding the outcome of the inspection, but will forward any relevant information to the Council once he receives it.

Utah County Sheriff's Department – Deputy Gordon reported that he has provided parking signage to property owner Gale Roper for the vacant property located near the Orem City sports complex. Deputy Gordon also informed the Council that he will be out of town and unable to attend the June 13, 2012 meeting.

Mayor Farnworth requested that an agenda item be added to future agendas for a financial report from the Treasurer and a report from the Recorder.

## **BUSINESS ITEMS** –

***5.1 – Discussion – Community Covenant – Members of the Utah National Guard will give a presentation regarding a Vineyard Community Covenant pledging support to military service members and their families during active duty deployment.***

Lt. Williams of the Utah Army National Guard presented information regarding the Community Covenant program. He explained that the program was initiated by the Utah State Legislature in 2010, and is intended to foster and sustain an effective state and community partnership which supports active service members. Participating communities are not bound by any specific requirements when adopting the covenant, but rather make a commitment to support service members and their families in the community.

Lt. Williams stated that a number of communities currently participate in the program, and that there is an active outreach to smaller communities to encourage participation. The Community Covenant is typically adopted during a signing ceremony at a Town Council meeting or other community event. Language in the Covenant is general and recognizes the sacrifice of service members and their families. The community commits to support service members in ways that are appropriate to each specific community. Lt. Williams challenged Vineyard to appoint a contact to work with Utah National Guard, schedule a signing ceremony and adopt a Vineyard Community Covenant. Mayor Farnworth directed staff to work with Lt. Williams and his associates to proceed with participation in the program.

**5.2 – Discussion and Action – Utah Lake Shoreline Protection Ordinance – Jim Carter of Logan Simpson Design will discuss the model Utah Lake Shoreline Protection Ordinance including possible language amendments specific to the Town of Vineyard. Mr. Carter will also discuss approaches and strategies which can be used when acquiring and developing park lands.**

This agenda item will be discussed at a future meeting following review of the proposed ordinance in relation to requirements of the Lake Oriented Mixed Use zone.

**5.3 – Discussion – 2012-2013 Fiscal Year Budget – Staff will present additional information regarding the proposed 2012-2013 Fiscal Year Budget, including budget issues discussed during the May 9, 2012 Town Council meeting.**

Councilmember Riley led this discussion as the Town Treasurer. He presented modifications to the proposed budget which have been included since the Tentative Budget was approved on May 9, 2012. He noted that figures in the final budget will differ slightly than those under review at this time.

Councilmember Riley explained that current numbers reflect RDA expenses for engineering and other services which have been paid from the Town General Fund. All RDA related expenses will be reimbursed to the General Fund from the RDA.

Councilmember Riley went on to review specific budget issues for consideration by the Council. He noted that the administrative budget has been increased to reflect an increase in Town Hall staff hours from 20 hours per week to 30 hours per week. The roadway budget expended approximately \$48,000 during fiscal year 2011-2012 due to necessary road maintenance projects on Vineyard Road. The proposed 2012-2013 budget of \$28,000 is double the original 2011-2012 budget to accommodate maintenance of new streets where development has occurred during the previous year.

The Council discussed conducting mosquito abatement during the evening hours rather than morning hours for the best effect. Staff will follow up with Sleepy Ridge regarding the spraying schedule.

The Council then discussed proposed park improvements including removal of sand and installation of bark in the playground area, as well as purchase of additional picnic tables. Following discussion, the Council directed staff to include \$10,000 in the budget for park improvements, bringing the park budget to approximately \$27,000 for the coming year.

Staff presented information regarding Xpress Bill Pay online payment services. Staff explained that the current year budget can accommodate the \$1,500 cost of installation. Staff proposed moving ahead with Xpress Bill Pay in order to implement the program in conjunction with new accounting software during the current fiscal year. The Council directed staff to proceed with implementation of Xpress Bill Pay at this time rather than delaying installation until July 1, 2012.

The Council will review and approve the final fiscal year 2012-2013 budget following a Public Hearing on June 13, 2012.

***5.4 – Discussion – Alternatives For Future Office Space – The Council will discuss alternatives for future office space to meet staffing needs as the Town grows. Possible alternatives include use of Town owned properties or portable office units.***

Councilmember Fernandez observed that with significant growth occurring in the community it will be necessary to expand office space at some time in the foreseeable future. He suggested that the Council consider alternatives including creating additional office space in the residential home currently owned by the Town, or use of portable trailer type office units.

Mayor Farnworth observed that locating portable office units on site would be difficult due to lack of available space. He suggested the possibility of renting off-site office space on a temporary basis with core departments being kept on site at the Town Hall and other functions using the rented space.

Councilmember Gillespie felt that use of the existing home would be the most reasonable option. Mayor Farnworth noted that significant upgrades would be necessary to make the home usable as office space. Councilmember Riley suggested the possibility of demolishing the existing home and using the space for portable office units. He agreed that significant upgrades would be necessary to create usable office space. Mr. Love commented that Alpine School District may have surplus portable units available for purchase.

Councilmember Gillespie felt that long term planning should include purchase of the property to the west of the Town Hall for expansion of Town facilities in the future. Mayor Farnworth noted that there was previous discussion regarding moving the Town Center to the Geneva property as that area develops.

Councilmember Riley and Councilmember Fernandez felt that it would be appropriate to discuss this issue with the current occupants of the home to make them aware that the Town is considering use of the home in the future to allow them to plan accordingly. Councilmember Fernandez felt that it will be necessary to provide a professional office setting for future professional staff, including a City Administrator or Economic Development Director. Mayor Farnworth suggested that those positions could potentially be located in rented space off-site.

The Council will discuss this issue further as staffing is expanded and additional office space becomes necessary.

**5.5 – Discussion and Action – Town Staffing Changes** – *The Town Council will consider staffing changes which would appoint Deputy Recorder, Debra Cullimore, as Recorder and Associate Deputy Recorder, Cathy Larsen, as Deputy Recorder. Utah State Law requires each municipality to have an appointed Recorder.*

COUNCILMEMBER RILEY MOVED TO AUTHORIZE APPOINTMENT OF DEBRA CULLIMORE AS THE TOWN CLERK/RECORDER AND CATHY LARSEN AS THE DEPUTY RECORDER. COUNCILMEMBER FERNANDEZ SECONDED THE MOTION. ALL PRESENT VOTED IN FAVOR. THE MOTION CARRIED UNANIMOUSLY WITH ONE ABSENT.

#### **OPEN SESSION** – Citizen Comments

Mayor Farnworth called for comments from the audience. Cummorah Holdaway expressed concern regarding parking citations which were issued the previous weekend at the Orem Sports Park. She noted that families traveled from out of town to attend tournaments held at that location, and that adequate parking was not available. Councilmember Gillespie explained that he contacted Orem Department of Public Safety and requested that citations not be issued unless there appeared to be a specific issue. However, a police volunteer was unaware of this request and issued a number of citations.

Mayor Farnworth noted that there are mixed opinions on parking enforcement issues among area residents with some calling for leniency and others calling for strict enforcement. He noted that Orem is actively working to resolve parking issues, and is working with property owners in the area to create additional parking space.

Ms. Holdaway inquired as to plans to connect homes on Holdaway Road to the sewer system, noting that their septic system is failing and it will be necessary to purchase a new system or connect to the sewer in the near future. Mayor Farnworth explained that the Town is currently reviewing costs and funding mechanisms for installation of the lines, but that a time frame when the infrastructure may be installed is unclear at this time. The Town will communicate with residents on Holdaway Road as more information becomes available.

#### **COUNCILMEMBER'S REPORTS** –

**Councilmember Riley** – Councilmember Riley had no items to report.

**Councilmember Holdaway** – Councilmember Holdaway was not present at the meeting.

**Councilmember Gillespie** – Councilmember Gillespie reported that sprinklers in the park have been adjusted and he is working toward replacement of dead trees. Mayor Farnworth inquired as to how involved the Town would like to be in planning of the County trail system. The Council felt that Vineyard should be represented in meetings regarding County trails.

**Councilmember Fernandez** – Councilmember Fernandez reported that there may be litigation between Timpanogos Special Service District and neighboring municipalities. He provided contact information for the Council if there any specific questions they have regarding the litigation.

**MAYOR'S REPORT** –

Mayor Farnworth reported on cooperative efforts between North Point Solid Waste Special Service District and other area landfills in an effort to control the cost of sanitation to residents.

**ADJOURNMENT** –

MAYOR FARNWORTH MOVED TO ADJOURN THE MEETING OF THE VINEYARD TOWN COUNCIL AND CONVENE THE MEETING OF THE VINEYARD REDEVELOPMENT AGENCY BOARD AT 8:55 P.M. COUNCILMEMBER RILEY SECONDED THE MOTION. ALL PRESENT VOTED IN FAVOR. THE MOTION CARRIED UNANIMOUSLY WITH ONE ABSENT.

**MINUTES APPROVED ON** – June 13, 2012

**CERTIFIED CORRECT BY** \_\_\_\_\_  
**DEBRA CULLIMORE, TOWN CLERK/RECORDER**